

Governing Board of Directors
SPECIAL BOARD MEETING MINUTES
September 15, 2023

1. **Call to Order:** Vice Chair, Tawnya Phoenix, called the meeting to order at 8:32am
Roll Call: Tawnya Phoenix- Vice Chair, **Danthia Gil-** Secretary/Treasurer, **Darla Boller-** Member, & **Melanie Villa-** Member
Other Members in attendance: Julie Cushman, Principal/Director and Samantha Orahood, Director of Finance.
2. **Approval of Agenda-** Motion to approve the agenda was motioned by Danthia Gil and seconded by Darla Boller. Carried 4, 0, 0.
3. **Public Comment-** Any person may address the Board about any agenda item and may be granted five (5) minutes to talk when an item is discussed. Time per agenda item shall be determined based on the number of speakers. This time will not exceed 30 minutes. Board may lengthen time by consensus.
No public comments were made.
4. **Action Items**
 - A. **Approval of Unaudited Actuals-** Staff recommended the approval of the 2022-23 Unaudited Actuals Financial Report. Samantha Orahood, Director of Finance, gave a short presentation. ESSER Funds do need to be used by the end of this year. We need to work down our reserves from 85% to about 10-15%. We should spend this on big one time funds. Currently looking at ELA Curriculum. Motion to Approve the Unaudited Actuals by Danthia Gil and seconded by Melanie Villa. Carried 4, 0, 0.
5. **Adjournment – Motion to adjourn by Darla Boller and seconded by Danthia Gil. Carried 4, 0, 0. Meeting adjourned at 8:51am**

Respectfully submitted by Katy Riel